



# State of Rhode Island

## Department of Elementary and Secondary Education

### Educator Certification

### One-Year Special Provisional Certificate Application

A One-Year Special Provisional Certificate may be issued to educators who hold Initial, Professional or Advanced Educator Certificates and did not obtain approval or did not complete professional learning unit requirements.

#### What is this certificate?

1. Duration:
  - a. The Special Provisional Certificate is valid for one (1) year and is nonrenewable.
2. Conditions for Issuance:
  - a. The Special Provisional Certificate may be issued to an educator holding an Initial, Professional, or Advanced Educator Certificate when professional learning units required for renewal have not been met.
  - b. The Special Provisional Certificate may only be issued once in an educator's career in Rhode Island.
3. Conditions for Renewal:
  - a. The Special Provisional Certificate is not renewable.
  - b. Upon submission of required professional learning units at the expiration of the Special Provisional Certificate, the remaining time will be issued on the educator's full certificates. Failure to submit required professional learning units will result in the expiration of all certificates.

#### Use of this application:

- This application should be used ONLY by educators who hold Initial, Professional or Advanced Educator Certificates and did not obtain approval or did not complete the professional learning unit requirements for renewal.
- **The Special Provisional Certificate can only be used ONCE during the time of an educator's career.**
- Educators applying for this certificate will not be eligible for reinstatement of their full certification unless they meet the required professional learning requirements for renewal by the expiration date of the Special Provisional Certificate.

#### Certification Fees

All certification application fees go towards the processing of applications and are non-refundable. We are NOT able to accept cash or debit/credit cards.

**Make check payable to the General Treasurer – State of Rhode Island.**

Type of Request	Fee
<b>One-Year Special Provisional Certificate</b>	Two hundred dollars (\$200.00) plus certificate fees

**Certification Codes:**

<b>Teacher Certificate Areas</b>			
11101	Early Childhood Education Teacher, Grades PK-2	11191	Early Childhood Bilingual and Dual Language Education Teacher, Grades PK-2*
11182	Early Childhood Special Education Teacher, Birth through Grade 2		
11201	Elementary Education Teacher, Grades 1-6	11291	Elementary Bilingual and Dual Language Education Teacher, Grades 1-6*
11282	Elementary Special Education Teacher, Grades 1-6		
11301	Middle Grades English Teacher, Grades 5-8	11304	Middle Grades Social Studies Teacher, Grades 5-8
11331	Middle Grades English Teacher Elementary Extn., Grades 5-8*	11334	Middle Grades Social Studies Teacher Elementary Extn., Grades 5-8*
11341	Middle Grades English Teacher Secondary Extn., Grades 5-8*	11344	Middle Grades Social Studies Teacher Secondary Extn., Grades 5-8*
11302	Middle Grades Mathematics Teacher, Grades 5-8	11382	Middle Grades Special Education Teacher, Grades 5-8
11332	Middle Grades Mathematics Teacher Elementary Extn., Grades 5-8*	11391	Middle Grades Bilingual and Dual Lang. Education Teacher, Grades 5-8*
11342	Middle Grades Mathematics Teacher Secondary Extn., Grades 5-8*		
11303	Middle Grades Science Teacher, Grades 5-8		
11333	Middle Grades Science Teacher Elementary Extn., Grades 5-8*		
11343	Middle Grades Science Teacher Secondary Extn., Grades 5-8*		
11401	Secondary Grades Agriculture Teacher, Grades 7-12	11407	Secondary Grades General Science Teacher, Grades 7-12
11402	Secondary Grades Biology Teacher, Grades 7-12	11408	Secondary Grades Mathematics Teacher, Grades 7-12
11403	Secondary Grades Business Education Teacher, Grades 7-12	11409	Secondary Grades Physics Teacher, Grades 7-12
11404	Secondary Grades Career and Technical Education Teacher, Grades 7-12	11410	Secondary Grades Social Studies Teacher, Grades 7-12
11405	Secondary Grades Chemistry Teacher, Grades 7-12	11482	Secondary Grades Special Education Teacher, Grades 7-12
11406	Secondary Grades English Teacher, Grades 7-12	11491	Secondary Grades Bilingual and Dual Lang. Education Teacher, Grades 7-12*
11501	All Grades Art Teacher, Grades PK-12	11510	All Grades Theatre Teacher, Grades PK-12
11502	All Grades Dance Teacher, Grades PK-12	11512	All Grades World Language Teacher, Grades PK-12
11503	All Grades Family and Consumer Science Teacher, Grades PK-12	11585	All Grades Adapted Physical Education Teacher, Grades PK-12*
11504	All Grades Health Teacher, Grades PK-12	11586	All Grades Special Education – Deaf and Hard of Hearing, Grades PK-12 - American Sign Language
11505	All Grades Library Media Teacher, Grades PK-12	11587	All Grades Special Education – Deaf and Hard of Hearing, Grades PK-12 - Oral/Aural Communication
11506	All Grades Music Teacher, Grades PK-12	11588	All Grades Special Education – Visually Impaired, Grades PK-12
11507	All Grades Physical Education Teacher, Grades PK-12	11589	All Grades Special Education – Severe Intellectual Disability, Grades PK-12
11508	All Grades School Nurse Teacher, Grades PK-12	11591	All Grades Bilingual and Dual Language Education Teacher, Grades PK-12*
11509	All Grades Technology Education Teacher, Grades PK-12	11594	All Grades English to Speakers of Other Languages Teacher, Grades PK-12
<b>Administrator Certificate Areas</b>			
12001	Building Level Administrator, Grades PK-12	12016	Superintendent of Schools
12011	District Level Administrator – Curriculum, Instruction, and Assessment*	12017	District Level Administrator Special Education
12015	School Business Administrator		
<b>Support Professional Certificate Areas</b>			
13001	School Counselor	13011	Reading Specialist/Consultant*
13002	School Psychologist	13012	Mathematics Specialist/Consultant*
13003	School Social Worker	13013	English as a Second Language Specialist/Consultant*
13004	Speech and Language Pathologist	13021	Instructional Leader*

\*Any Certificate Area with an asterisk is a Dependent Certificate. To obtain this certificate, the applicant must hold the required Independent Certificate Area. The list of Independent and their Dependent Certificates can be viewed at <http://www.ride.ri.gov/Certification>



For Office Use only:  
Date Stamp

# RHODE ISLAND EDUCATOR CERTIFICATION

## SPECIAL PROVISIONAL CERTIFICATE APPLICATION FORM

### Section A: Applicant Information (Please Print Clearly)

ID# (Certificate number)

Social Security Number: **(REQUIRED)**

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Last Name: **(REQUIRED)**

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Suffix:

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Previous Last Name (and Suffix)– If applicable:

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First name:**(REQUIRED)**

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Middle Name or Initial:

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Date of Birth: (MM/DD/YY)

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Home Address: **(REQUIRED)**

Address Line 1

Address Line 2

City/Town

State

Zip

Phone: **(REQUIRED)**

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Primary

(				)						-				
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Cellular

Email: **(REQUIRED)**

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Primary Email

\_\_\_\_\_ @ \_\_\_\_\_

Additional Email

**Ethnicity\*:(REQUIRED)**

- Hispanic/Latino
- Not Hispanic/Latino
- I do not wish to respond

**Race\*:(REQUIRED)**

- American Indian/Alaska Native
- Asian
- Black/African American
- Native Hawaiian/Other Pacific Islander
- White
- I do not wish to respond

**Gender\*:(REQUIRED)**

- Female
- Male
- I do not wish to respond

**\*RIDE seeks to understand and further diversify our teacher workforce and urges applicants to provide information that will help to better understand and report on workforce diversity.**

**Section B: Certification Area(s): Identify each Certification Area requested using the Certification Area Codes from page 2**

<b>Section B-1 Full Certification 3 Year Initial</b>	For all applicants who held a 3 Year Initial certificate and did not complete professional learning unit requirements		
<b>3-Year Initial (\$100 for 1<sup>st</sup> certificate and \$50 PER ADDITIONAL certification area</b>			
Example:11101			
For World Language and Bilingual certification please state the language.			
<b>Section B-2 Full Certification 5 Year Professional</b>	For all applicants who previously held a 5 Year Professional Certificate and did not complete professional learning unit requirements		
<b>5-Year Professional (\$200 for 1<sup>st</sup> certificate \$100 PER ADDITIONAL certification area</b>			
Example:11101			
<b>Section B-3 Full Certification 7 Year Advanced</b>	For all applicants who previously held a 7 Year Advanced Certificate and did not complete professional learning unit requirements		
<b>7-Year Professional (\$200 for 1<sup>st</sup> certificate \$100 PER ADDITIONAL certification area</b>			
Example:11101			
<b>Section B-4: Special Provisional Certificate Fee (\$200 <u>IN ADDITION</u> to certification fee for each area)</b>			
Example:11011			

## Section C: Required Information and Authorization

Read the statements in the box below provide answers to the following questions and sign and date the authorization line attesting to the accuracy of the information in this application.

Teachers and other school personnel certified by the State of Rhode Island must be of good moral character. Rhode Island General Law 16-12-3 states that "Every teacher shall aim to implant and cultivate in the minds of all children committed to his care the principles of morality and virtue." Your answers to the following questions regarding your employment, criminal, and certification history are important. Any criminal matter covered by a question must be disclosed regardless of how long ago it occurred or how unimportant it may seem. Criminal matters do not necessarily preclude certification, but the failure to answer a question truthfully may result in disqualification. Furthermore, Rhode Island General Law 11-18-1 prohibits the submission of a document containing a false and misleading statement to a public agency, and Rhode Island General Law 11-58-1 prohibits the use of a falsified educational record of a postsecondary institution.

Disclosure of the Social Security Number on page1 is mandatory. It will be furnished to the Rhode Island Division of Taxation pursuant to Chapter 76 of Title 5 of the Rhode Island General Laws, which states that any person applying for or renewing a license to conduct a profession within Rhode Island must have filed all required state tax returns and paid all taxes due the state. The statute also requires the following certification: "I hereby certify, under penalty of perjury, that I have filed all required state tax returns and have either paid all taxes due the state, entered into a written time payment agreement with the Rhode Island Division of Taxation, or am pursuing administrative or appellate review of unpaid taxes."

<b>Legal Questions:</b>			
For each response of 'YES' you must attach a detailed explanation and specified documentation to your application. If you have previously submitted documentation for a specified question, you do not need to resubmit. Please indicate that the documentation was previously submitted in the margin next to the applicable question. Please note that there is a continuing duty to submit supplemental documentation relating to any events or circumstances requiring a "yes" response to the questions below.		<b>Yes</b>	<b>No</b>
1.	Have you ever been dismissed from any employment, or have you ever resigned from any employment following the initiation of disciplinary action? If yes, attach an explanation.		
2.	Are you the subject of disciplinary action in your present employment? If yes, attach an explanation.		
3.	Have you ever been convicted of a felony or a misdemeanor? If yes, attach a copy of the conviction record(s). Expunged convictions must be disclosed under Rhode Island General Law 12-1.3-4 Attach an explanation stating the date, location and nature of the offense(s) involved in the expunged conviction(s).		
4.	Have you ever entered a plea of nolo contendere to a felony or misdemeanor charge? If yes, attach a copy of the conviction and/or probation record(s).		
5.	Are any felony or misdemeanor charges currently pending against you? If yes, attach an explanation.		
6.	Has your educator's certificate or license in another state ever been suspended, revoked, or surrendered? If yes, attach an explanation.		
7.	Are you currently the subject of any action to revoke or suspend your educator's certificate or license? If yes, attach an explanation.		

**AUTHORIZATION AND TAX CONFIRMATION:**

I certify the accuracy of the information provided in this application and in any supporting documentation that I may submit. I have included all supporting documentation. I have read and understand the notice regarding Rhode Island laws above. I hereby authorize the release of information to the Department of Education for the purpose of investigating or verifying any information in my application.

In completing this application, I acknowledge that I am applying for a one-time certificate to allow me to complete the Professional Learning Units (PLUs) that were required for the renewal of my certificate(s). This certificate will allow me one (1) year to complete the required PLUs. Upon submission of required professional learning units at the expiration of this Special Provisional Certificate, the remaining time will be issued on my full certificate(s). Failure to submit required professional learning units will result in the expiration of all my certificate(s).

_____ (Signature of Applicant)	____/____/_____ (Date)
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Please mail pages 3-6 of the application, fees, and all required documents to:

RHODE ISLAND DEPARTMENT OF EDUCATION  
OFFICE OF EDUCATOR EXCELLENCE & CERTIFICATION SERVICES  
255 WESTMINSTER STREET, 4<sup>TH</sup> FLOOR  
PROVIDENCE, RI 02903-3400